

**Bicycle and Pedestrian Advisory Committee, Monthly Meeting
 Minutes of July 19, 2011 5:30 to 7:30 p.m.
 Oakland City Hall: Hearing Room 4, Second Floor**

Attendees: Ann Killebrew, Carol Levine, Chris Hwang, Dave Campbell, Jason Patton, Jennifer Stanley, Jonathan Bair, Midori Tabata, Rebecca Saltzman, Robert Prinz, Bruce Williams, Ada Chan, Kendahsi Haley

Topic	Discussion/Decisions/Action Items
1. Introductions, Appointment of note taker	Meeting was called to order at 5:35 p.m. by Chair, Chris Hwang. Rebecca Saltzman agreed to take notes.
2. Approval of Meeting Minutes	Minutes of the June meeting approved by consensus.
3. Safe Routes to Transit Grant applications	<p>Bruce Williams, City Senior Transportation Planner presented an overview of the projects being considered for submission to the Metropolitan Transportation Commission's Safe Routes to Transit (SR2T) grant funding program. The SR2T Program will award \$20 million in grants over five cycles to facilitate walking and bicycling to regional transit. The program is funded by Regional Measure 2, and is administered by TransForm and the East Bay Bicycle Coalition. SR2T doesn't fund projects all the way from conception to construction. The first potential project is a capital project and the other two are planning projects (though Oakland could ask for capital grants for these two projects in the next funding cycle).</p> <p>19th Street BART Bike Station: Ada Chan from Councilmember Rebecca Kaplan's office told the BPAC about the plans for the bike station (assuming Oakland receives this grant). Two sites are being considered – one on 19th and Broadway and the other at 17th in between Telegraph and Broadway. (Both sites have been vacant for years.) Either site would include:</p> <ul style="list-style-type: none"> • Valet parking for up to 150 bikes • Bike services to include light repair • Incidental retail • A bike kitchen with benches available for rent • Office and meeting place for Walk Oakland Bike Oakland • Possible coffee sales <p>The estimated capital cost for the project is \$600,000</p> <p>A question was raised about operating costs, and the City is working with BART to figure that out, though Kaplan has offered to use some of her pay go funds to help fund operations for the first two years. Also, the City and BART are discussing whether to charge a dollar a day for bike parking (the other BART bike stations are free).</p> <p>Fruitvale Avenue Gap Closure: Bike and ped improvements are in process</p>

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	<p>along Fruitvale Avenue in two locations but there is a gap between East 8th and East 12th Streets where bike and ped connections are substandard and need improvement. The goal of this planning project would be to improve bicycle and pedestrian travel and particularly to increase safety, especially under the freeway – possibly with lighting – and crossing railroad tracks. These improvements would make it safer to walk or bike to BART. The cost of this project – \$75,000-100,000</p> <p>20th Street Bike & Pedestrian Improvements: Through Measure DD, major bike and pedestrian improvements are being implemented around Lake Merritt, including a project at Snow Park. However, the stretch of 20th Street between BART and the lake has issues that this planning project would address:</p> <ul style="list-style-type: none"> • Pedestrian path of travel, particularly on the east side of 20th Street can be dangerous and congested during peak commute hours • This stretch of 20th is on the bike plan, but lacks bicycle facilities • There is considerable opportunity to rethink current auto travel lanes, parking, and bus stop configuration to increase bicycle and pedestrian safety • BART entrance at 20th Street could use a larger entry plaza for safety <p>This project is also expected to cost \$75,000-100,000. Dave Campbell recommended expanding the scope of the project to include more areas around the BART station and Rebecca Saltzman recommended including planning to add pedestrian signals at several intersections on 19th and 17th (Broadway, Franklin, Webster).</p> <p>Rebecca Saltzman made a motion to support these projects and Carol Levine seconded. BPAC unanimously voted in favor of the motion.</p>
<p>4. Update to bike plan bikeway prioritization</p>	<p>Jason Patton presented an update of Oakland's bike plan bikeway prioritization. There are three categories that are covered in the plan – 1) signing and striping, 2) lane reduction and 3) path projects (off street). Within those three categories, projects are prioritized based on five factors 1) primary bikeway, 2) gap closure, 3) Safe Routes to Transit, 4) land use, and 5) feasibility. The chart included in the agenda packet lists projects organized by category and then arranged by priority level. Jason also distributed a map that depicted this update.</p> <p>Dave Campbell asked about 14th Street. Currently sharrows are planned for the street because even with a 4-3 lane road diet, there wouldn't be sufficient width for bike lanes. There is also a proposal to augment the sharrows with a colored treatment, which would require that the City obtain permission to experiment from the Feds or the State. Dave suggested that this street deserves</p>

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	<p>a bike lane (which would require a 4-2 lane road diet). There was a discussion about whether it makes sense to hold out for bike lanes (there are multiple impediments to doing so) or to move forward with either sharrow treatment. It was suggested that this project should be discussed at a future meeting.</p>
<p>5. Who is Robert and what's up with his rules?</p>	<p>Jonathan Bair and Rebecca Saltzman presented on Robert's Rules, which the BPAC follows.</p> <p>Roberts Rules are a framework for making decisions as a group of equals. Intended for non-governmental use, it is the standard method of group decision-making, used everywhere from the City Council to corporate and nonprofit boards of directors. Robert's Rules is intended to allow a majority of the body to make decisions efficiently while respecting the right of all members to participate.</p> <p>Motions, resolutions, quorum are key to Robert's Rules:</p> <ul style="list-style-type: none"> - quorum - ensures that majority of the group consent to decision-making - motions - allows the group as a whole to take action. Motions must affirmatively pass the body - a tie vote is a no vote. Rebecca provided some examples of common motions: <ul style="list-style-type: none"> • Motion to Adjourn - not debatable; goes to immediate majority vote. • Motion to End Debate and Vote; Call the Question - A motion to close debate immediately and vote now on the pending motion. Applies only to the motion on the floor. Not debatable; requires 2/3 vote. • Motion to Limit or Extend Debate - can be general, or for a specific time or number of speakers. Not debatable. • Postpone to a Certain Time – Postpones the current motion to the next session or to an adjourned meeting. • Motion to Refer to Committee - applies only to the main motion. Refers question to a specific group with a specific time and charge. • Motion to Amend - must be voted for by a majority to be considered and to be passed. • Main Motion - what it is you're debating and amending. - resolutions - Generally all substantive business is a resolution of the group. In common parlance, people skip “move to adopt a resolution that ...” and just say “move that...” - second - Robert's Rules, unlike manuals of legislative procedure, require a second before a motion can be discussed in order to move business efficiently. - Chair - the group selects a chair who is first among equals. The chair must

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	<p>recognize members in order for them to take action or participate in discussion. Under the bylaws of most organizations, the Chair sets the agenda, although there is always a procedure for placing something on the agenda without the consent of the chair. The chair has significant discretion to rule on points of parliamentary procedure and order, although the chair's rulings always, if requested by a member, subject to confirmation by the group, sometimes by 2/3s other times by majority. Bylaws may limit the chair's discretion over points of procedure by specifying the authority of a parliamentarian.</p> <p>Roberts' Rules is designed to be superseded by constitutions, charters, bylaws, or special rules of procedure. The group can choose to create Rules of Procedure specify means of making certain decisions. The most famous example is the filibuster in the Senate. A common special procedural rule is to create a consent calendar where certain decisions are expected to be approved by general consensus and so debate is limited (unless there is an objection). The BPAC does this for our minutes.</p> <p>Groups that make decisions are often corporations, such as a registered non-profit organization, a municipal corporation or government agency, or an incorporated business. These corporations are subject to state law regulating all sorts of things. The main way that the decision-making process is impacted in California is by the Brown Act, which ensures that public decisions are taken in public. Mostly that requires agendas to be published in specified ways in a specified timeline. But it does limit the discretion of the chair and the ability of a regulated body to make decisions, because substantive changes to the agenda and the matters under discussion can trigger additional noticing and therefore delay. In addition incorporated entities in California (and probably every other state) are required to have adopted bylaws and/or a charter.</p> <p>A suggestion was made to put the rules on the BPAC website. Jennifer Stanley said that motions are stronger and there should be more of them. A suggestion was made for some complex items to be agendized for discussion for one month and then agendized as an action item the following month.</p> <p>RulesOnline.com is a reference.</p>
<p>6. 10th Street bikeway project and OUSD temporary striping conflict</p>	<p>Jason Patton reported that OUSD is developing property adjacent to 10th street, including a parking lot. To replace some of that parking during construction, OUSD has installed diagonal parking on 10th street. This was identified as an environmental impact and the mitigation is removing the diagonal parking when the project is completed. The City can require OUSD to install a bike lane when re-striping the parking.</p>
<p>7. North Oakland</p>	<p>Midori Tabata informed the BPAC that there is a vacancy for Keith Carson's</p>

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<p>representative needed for Alameda County Transportation Commission (ACTC) BPAC</p>	<p>district on the ACTC BPAC. ACTC puts a call for projects to cities, the county and non-profits. The ACTC BPAC reviews these projects and makes recommendations. The committee also reviews and provide input to the county bicycle and pedestrian plans and reviews projects in unincorporated areas of the county. ACTC BPAC members serve 2 year terms with no term limits and are required to attend 6-7 meetings per year that last 2-3 hours.</p> <p>If you're interested in applying, contact Rochelle Wheeler at rwheeler@alamedactc.org. Recommendations on the appointment will be made in September.</p>
<p>Announcements, suggestions for next meeting topics</p>	<p>Jennifer Stanley informed the BPAC that the I Bike Oakland newsletter was published (it can be viewed online: http://www2.oaklandnet.com/Government/o/PWA/o/EC/s/BicycleandPedestrianProgram/OAK030275).</p> <p>Rebecca Saltzman recommended asking the College Safeway project to be presented to the BPAC.</p> <p>Dave Campbell reported that Oakland wayfinding signage is being replicated throughout the Bay Area (Fremont and San Francisco are reportedly considering adoption of Oakland's system).</p> <p>Jason Patton announced that the National Brotherhood of Cyclists is holding its annual meeting and blessing at the cathedral. He also reported about updated wayfinding guidance, that MacArthur, Foothill, and Fruitvale striping is happening, and that 11 miles of stimulus funded striping is being completed.</p>
<p>7. Adjournment</p>	<p>Meeting was adjourned at 7:35 p.m.</p>

Attachments: meeting handouts for Agenda Items 3, 4, and 7

Safe Routes to Transit Potential Grant Applications

Capital:

19th Street BART Bike Station

The City of Oakland with BART is planning to submit a proposal for capital support for the development of a 19th Street BART Bike Station / Bike Hub in an uptown storefront, similar to the Downtown Berkeley Station. At this time two locations are under consideration; one at the 19th Street Entrance another at the 17th Street entrance. Each location has specific dynamics which would result in a different business model, but both sites would include:

- valet parking for up to 150 bikes
- bike services to include light repair
- incidental retail
- a bike kitchen with benches available for rent
- office and meeting space for Walk Oakland Bike Oakland
- possible coffee sales

The vision for this station is to create an environment that promotes bicycling as an option for downtown commuters, allowing to ride their bikes to work or BART and park with ease and without fear of theft. In addition to providing a space that promotes and support the emerging bike community/culture in Oakland. Only valet parking would be available through the station. It is currently being debated whether Oakland bike commuters would accept a dollar a day charge for valet parking.

Cost: approximately \$600,000

Planning:

Fruitvale Avenue Gap Closure

Project: Plan for Bike and Ped Improvements between E.8th and E.12th Streets on Fruitvale, encompassing a path of travel via San Leandro St and E.12th Street to Fruitvale BART, resulting in plan details sufficient to apply for construction funding.

Issue: Bike and Ped improvements are in process along Fruitvale Avenue in two locations. The Fruitvale Alive project west of E.12th is providing pedestrian enhancements and some bike enhancements (sharrows near the project area). West of E. 8th, sidewalk is being installed on the north side of Fruitvale, and bike lanes are being restriped and widened on both sides of the street. This leaves an important gap between E.8th and E.12th where bike and ped connections are substandard and need improvement.

Goal would be to design the improvements possible within the right of way to improve the function of this short stretch, with improvements to both bicycle and pedestrian travel. Particular goal to increase safety along roadway, including under the freeway and crossing railroad tracks, and ensuring a clear path of travel to BART.

Cost: Approximately \$75,000 - \$100,000

20th Street Bike and Pedestrian Improvements

Plan for Bike and Ped Improvements between along 20th Street between Broadway (19th Street BART) and Harrison, resulting in plan details sufficient to apply for construction funding.

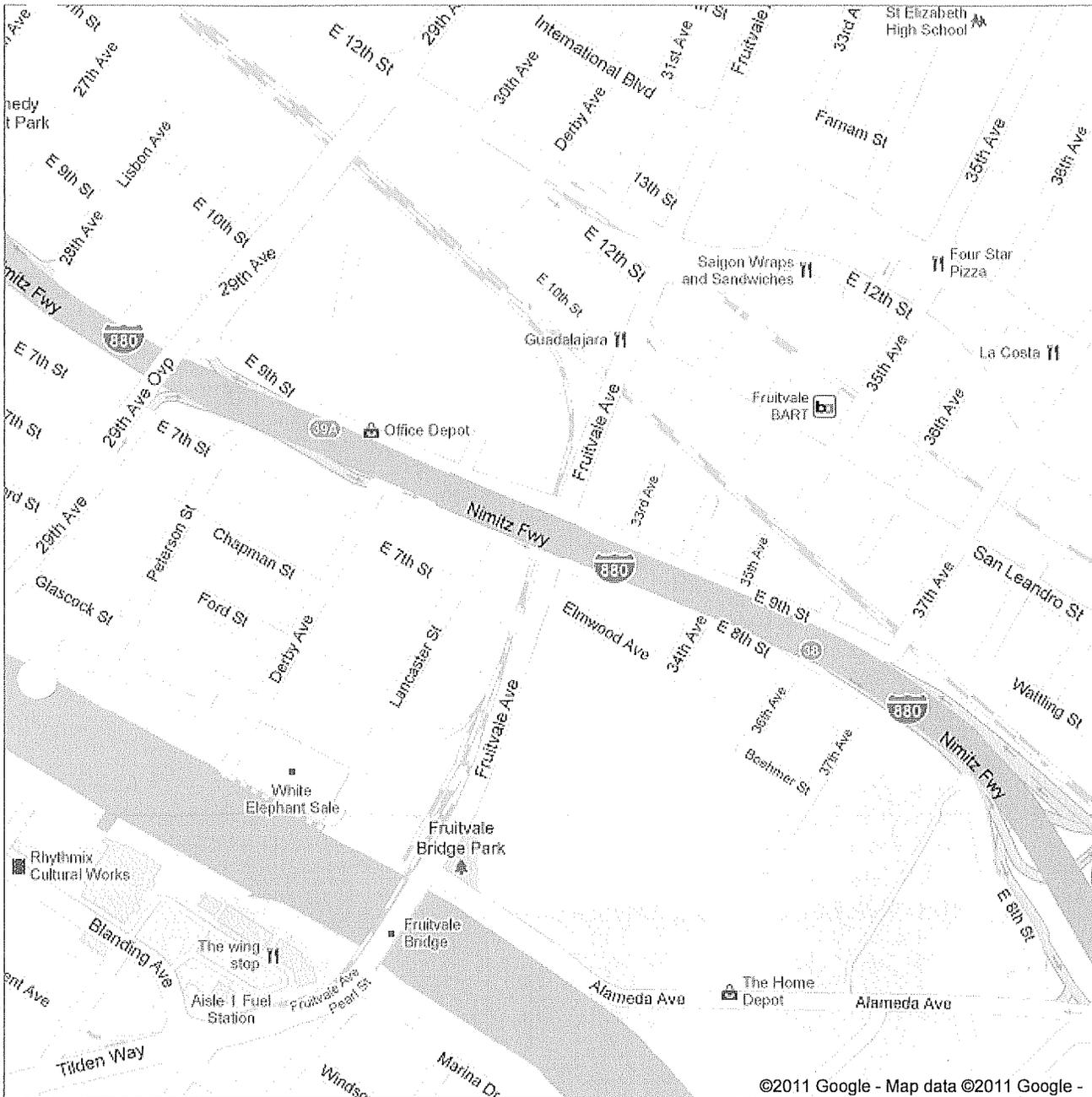
Issue: Through Measure DD, major bicycle and pedestrian improvements are being implemented all around Lake Merritt, with the Snow Park project programmed as the next major improvement. However, the very important stretch of 20th Street between the BART Station and the Lake is programmed for no improvements, and it has significant issues:

- Pedestrian path of travel, particularly on the east side of 20th St can be dangerous and congested during peak commute hours. Roadways that are design for ease of auto travel result in auto/pedestrian conflicts
- This stretch of 20th is on the bike plan, but lacks bicycle facilities
- There is considerable opportunity to rethink current auto travel lanes, parking, and bus stop configuration to increase bicycle and pedestrian safety.
- BART entrance at 20th could use a larger entry plaza for safety

Goal of this planning effort would be to develop design concepts to enhance this street as a pedestrian and bicycle connection to BART, and develop them through at least 35% design.

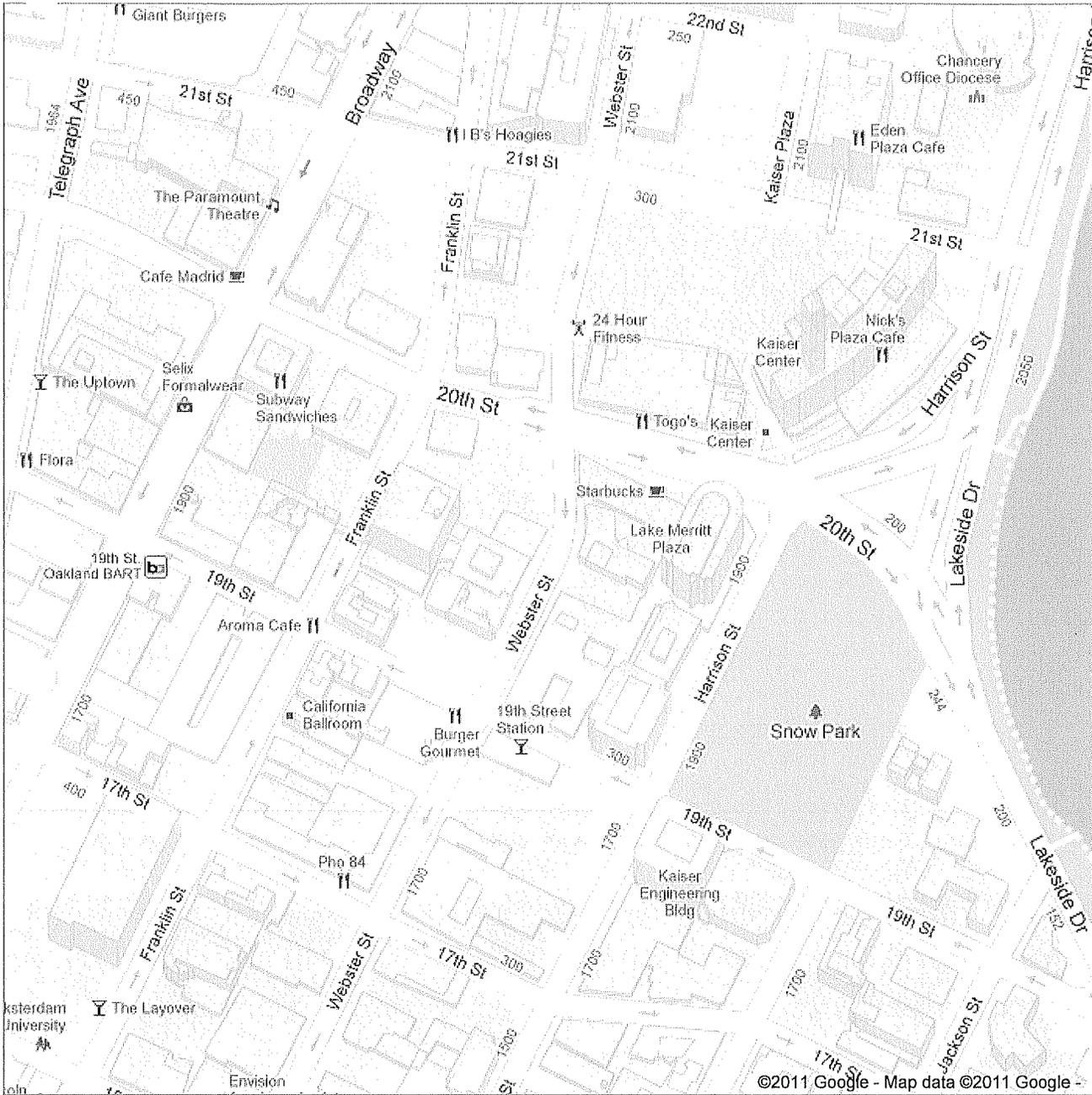
Cost: Approximately \$75,000 – 100,000

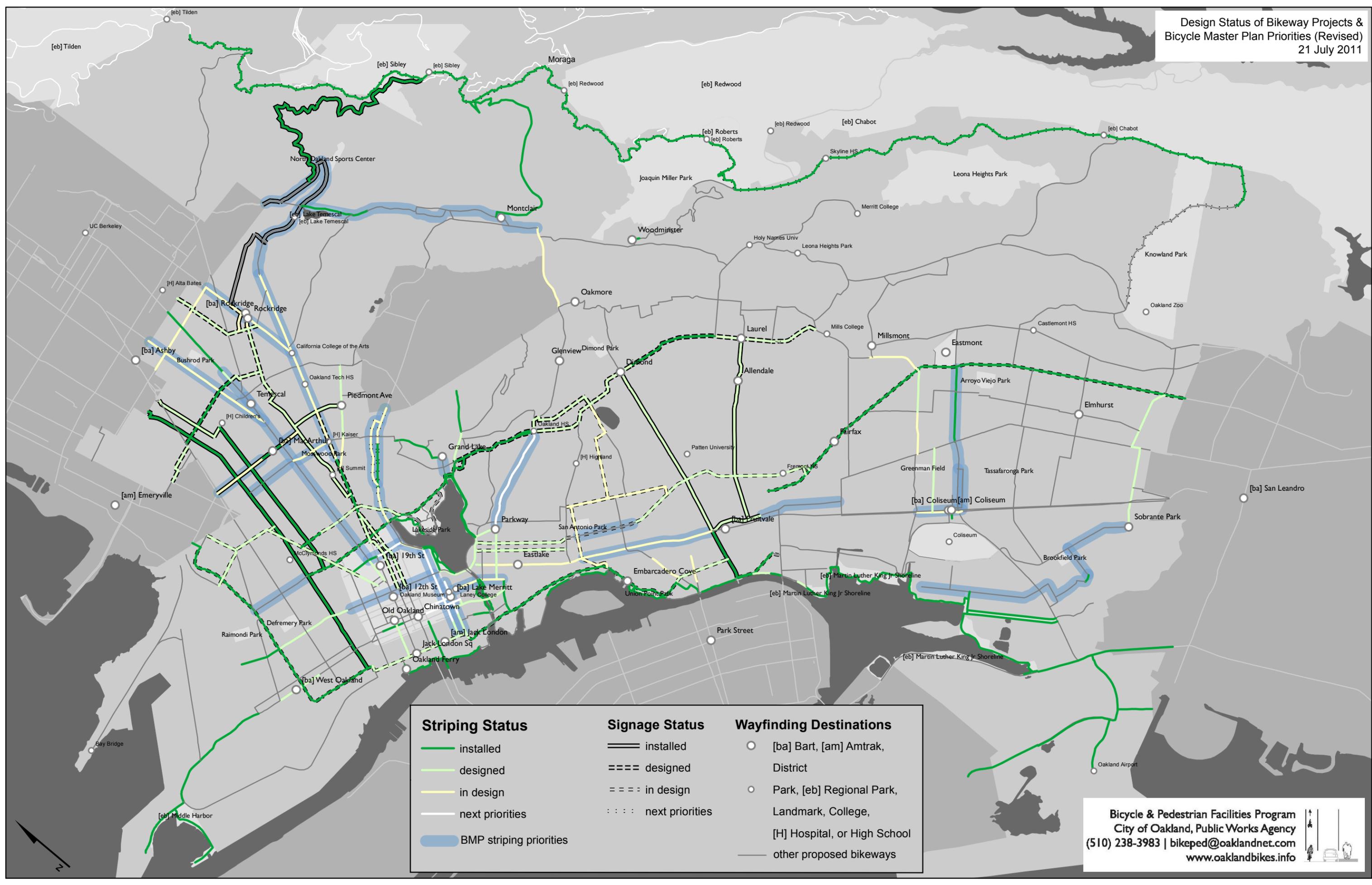
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Striping Status	Signage Status	Wayfinding Destinations
installed	installed	[ba] Bart, [am] Amtrak, District
designed	designed	Park, [eb] Regional Park, Landmark, College, [H] Hospital, or High School
in design	in design	other proposed bikeways
next priorities	next priorities	
BMP striping priorities		

**Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Roster and Attendance Fiscal Year 2010/2011**

	Proposed New Membership Positions	Last Name	First Name	City	Originally Appointed By	Term Began	Re-apptmt.	Term Expires
1	Supervisor - District 1	Chen	Alexander	Fremont	Supervisor Scott Haggerty, District 1	Oct-09		Oct-11
2	Supervisor - District 2	Kirby	Glenn	Hayward	Supervisor Nadia Lockyer, District 2	Oct-03	Jan-10	Jan-12
3	Supervisor - District 3	Gigli	Lucy	Alameda	Supervisor Wilma Chan, District 3	Jan-07	Jan-09	Jan-11
4	Supervisor - District 4	Van Demark, Vice-Chair	Tom	Oakland	Supervisor Miley, District 4	Oct-04	Jan-09	Jan-11
5	Supervisor - District 5	Jordan	Preston	Albany	Supervisor Carson, District 5	Oct-08	Sep-10	Sep-12
6	Mayor's Conference: Supervisor - District 1, which includes Livermore, Pleasanton, Fremont, Dublin (portion) and Sunol (uninc)	Welsh	Ann	Pleasanton	Mayor Jennifer Hosterman, Pleasanton	Oct-09		Oct-11
7	Mayor's Conference: Supervisor - District 2, which includes Fremont, Hayward, Newark and Union City, Sunol (portion)	Vacancy						
8	Mayor's Conference: Supervisor - District 3, which includes cities of Alameda, Oakland, San Leandro, San Lorenzo (uninc)	Johansen	Jeremy	San Leandro	Councilmember Joyce Starosciak, San Leandro	Sep-10		Jan-12
9	Mayor's Conference: Supervisor - District 4, which includes of Oakland, Dublin, and Unincorporated communities: Ashland, Cherryland, Castro Valley, Fairview	Tabata, Chair	Midori	Oakland	Councilmember Rebecca Kaplan, City of Oakland	Jul-06	Sep-08	Sep-10
10	Mayor's Conference: Supervisor - District 5, which includes cities of Albany, Berkeley, Oakland, Emeryville, Piedmont	Vacancy						
11	Transit Agency	Vacancy						